

## January Dealer Renewal Notices

### New Information

January 2010 dealer renewal notifications were not issued. The error has been identified and corrected. Renewal notifications will be issued as soon as possible.

Penalty fees for all January dealer licenses renewals will be waived; however, dealers must still renew within the 30-day renewal grace period per *California Vehicle Code* (CVC) §11717(c).

### License Renewal Procedures

Dealers requiring renewal must:

- Visit the department's website for licensing information at:  
**[www.dmv.ca.gov/vehindustry/ol/dealer.htm](http://www.dmv.ca.gov/vehindustry/ol/dealer.htm)**.
- Complete the Renewal Application (OL 45) form available at:  
**[www.dmv.ca.gov/forms/ol/ol45.htm](http://www.dmv.ca.gov/forms/ol/ol45.htm)**.
- Review the mandatory dealer education requirements in the *Vehicle Industry Registration Procedures Manual* available at:  
**[www.dmv.ca.gov/pubs/reg\\_hdbk\\_pdf/toc.htm](http://www.dmv.ca.gov/pubs/reg_hdbk_pdf/toc.htm)**.
- Access dealer education providers at:  
**[www.dmv.ca.gov/vehindustry/ol/dlr\\_edu\\_provider.htm](http://www.dmv.ca.gov/vehindustry/ol/dlr_edu_provider.htm)**.
- Renew dealer license plates using the Application for License Plates, Stickers, Registration Card (OL 22) available at: **[www.dmv.ca.gov/forms/ol/ol22.htm](http://www.dmv.ca.gov/forms/ol/ol22.htm)**.
- Contact their local inspector prior to license renewal if they have added a branch office or changed a location, firm name, or ownership.
- Mail the renewal application and accompanying forms to:

Department of Motor Vehicles  
Occupational Licensing Section  
PO Box 932342 MS L224  
Sacramento, CA 94232-3420

### Additional Information

Dealers with license plates that are lost, stolen, or need to be surrendered, must complete a Statement of Lost, Stolen, or Surrendered Special Plates (OL 247) available at:  
**[www.dmv.ca.gov/forms/ol/ol247.htm](http://www.dmv.ca.gov/forms/ol/ol247.htm)**.

Dealer license renewal status is updated daily and can be verified on the department's website at: **<https://mv.dmv.ca.gov/olinq2/welcome.do>**.

## **Background**

Normally, courtesy dealer license renewal notices are sent in advance. Due to an error identified, January 2010 notices did not generate.

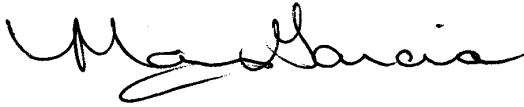
## **Distribution**

Notification that this memo is available online at **[www.dmv.ca.gov/pubs/olin/olin.htm](http://www.dmv.ca.gov/pubs/olin/olin.htm)** was made via e-mail alert service in January 2010 to the following:

- Dealers

## **Contact**

Questions regarding this memo may be directed to the Occupational Licensing Firms Unit, at (916) 229-3126.

A handwritten signature in black ink, appearing to read "Mary Garcia". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

MARY GARCIA, Chief  
Occupational Licensing